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ABSTRACT

The third edition of this title includes the following 12 chapters: (1) "Getting Off to a Great Start," which offers information regarding campus resources, student and instructor rights and responsibilities, expectations, and calculating grade point averages; (2) "Prioritizing Your Time To Match Your Goal," which highlights student demands on time, such as work and procrastination; (3) "Understanding the Way You Learn," which addresses multiple intelligences and other cognitive issues; (4) "How To Study," which offers study techniques and strategies; (5) "Becoming a Better Notetaker"; (6) "Your Memory at Work," which discusses the memory process and principles of learning and memory; (7) "Taking Tests with Confidence"; (8) "Managing the Stress of Life as a College Student," which includes tips for reducing stress; (9) "Achieving Your Personal Best," which addresses issues of self-esteem and ethics; (10) "Planning for the Future," which discusses issues such as choosing a major, degree options, employment, and transfer; (11) "Skills To Enhance Communication and Relationships," which offers advice for developing assertive communication skills; and (12) "Living in a World of Diversity," which discusses race, class, gender, ability, and age issues. (NB)

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